

DOCUMENT RESUME

ED 068 048

HE 003 493

AUTHOR Pierce, Milo C.
TITLE Administration and Planning in Higher Education: A Bibliography of Books and Reports.
INSTITUTION Council of Planning Librarians, Monticello, Ill.
PUB DATE Sep 72
NOTE 20p.; Council of Planning Librarians, Exchange Bibliography 321
AVAILABLE FROM Council of Planning Librarians, P.O. Box 229, Monticello, Illinois 61856 (\$2.00)

EDRS PRICE MF-\$0.65 HC-\$3.29
DESCRIPTORS Bibliographies; *Educational Administration; Educational Development; *Educational Finance; *Educational Planning; *Higher Education; Planning; Planning (Facilities); *Statewide Planning

ABSTRACT

The purpose of this bibliography is to organize and present an introductory selection of books and reports that may be of value to understand the growing complexities of leadership and planning in institutions of higher education. It is intended to be of benefit to the student of university administration as well as the experienced administrator and others concerned with higher education planning. The bibliography is divided into five areas: (1) The Policy-Making Aspect: Statewide Planning, Governance, and Coordination; (2) The Legal Aspect: Legislation and the Courts in Higher Education; (3) The Financial Aspect: Revenues, Budgeting, and Business Operations; (4) The Physical Plant Aspect: Planning and Operation for Campus Facilities; and (5) The Academic Aspect: Administration of Personnel and Programs. (HS)

September 1972

321

ED 068048

**ADMINISTRATION AND PLANNING IN HIGHER EDUCATION:
A Bibliography Of Books And Reports**

Milo C. Pierce
Assistant Professor
Department of Educational Administration
Southern Illinois University — Edwardsville

U S DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
OFFICE OF EDUCATION
THIS DOCUMENT HAS BEEN REPRO-
DUCED EXACTLY AS RECEIVED FROM
THE PERSON OR ORGANIZATION ORIG-
INATING IT. POINTS OF VIEW OR OPIN-
IONS STATED DO NOT NECESSARILY
REPRESENT OFFICIAL OFFICE OF EDU-
CATION POSITION OR POLICY

HE 003493

Mrs. Mary Vance, Editor
Post Office Box 229
Monticello, Illinois 61856

ED 068048

ADMINISTRATION AND PLANNING IN HIGHER EDUCATION:

A BIBLIOGRAPHY OF BOOKS AND REPORTS

by

Milo C. Pierce
Assistant Professor
Department of Educational Administration
Southern Illinois University--Edwardsville

Introduction

Administration and leadership in higher education during the past two decades has witnessed a rapidly expanded growth of associated literature. In most colleges and universities planning and operation functions have risen from the personal and unilateral leadership of presidents and deans over compact residential campuses to embrace large staffs who undertake long-range planning involving multi-million dollar annual budgets and capital investments. Higher education now demands knowledgeable managerial specialists at all levels to insure efficient and effective support of the academic programs.

It is the purpose of this bibliography to organize and present an introductory selection of books and reports which may be of value to understand the growing complexities of leadership and planning in institutions of higher education. It is intended to be of benefit to the student of university administration as well as both the experienced or novice administrator and others concerned with higher education planning.

2. CPL Exchange Bibliography #321

The bibliography is subdivided into five areas:

- I. The Policy-Making Aspect: Statewide Planning, Governance, and Coordination
- II. The Legal Aspect: Legislation and the Courts in Higher Education
- III. The Financial Aspect: Revenues, Budgeting, and Business Operations
- IV. The Physical Plant Aspect: Planning and Operation for Campus Facilities
- V. The Academic Aspect: Administration of Personnel and Programs

I. The Policy-Making Aspect:
Statewide Planning, Governance, and Coordination.

American Association for Higher Education. Faculty Participation in Academic Governance. Washington, D.C.: American Association for Higher Education, 1967.

The Assembly on University Goals and Governance: A First Report. Brookline, Massachusetts: American Academy of Arts and Sciences, 1971.

Baldrige, J. Victor (ed.). Academic Governance: Research on Institutional Policies and Decision-making. Berkeley, California: McCutchan Publishing Corporation, 1971.

Beck, Hubert P. Men Who Control Our Universities. New York: King's Crown Press, 1957.

Berdahl, Robert O. Statewide Coordination of Higher Education. Washington, D.C.: The American Council of Education, 1971.

_____. Statewide Systems of Higher Education. San Francisco: San Francisco State College, 1968.

Bloland, Harland G. The Role of Associations in a Decentralized System of Higher Education. Berkeley, California: Center for Research and Development in Higher Education, University of California, 1968.

Bolin, John G. Institutional Long-Range Planning. Athens, Georgia: Georgia Institute for Higher Education, University of Georgia, 1969.

Boyd, Joseph D., Arthur D. Browne, Fred F. Harclerod, and Ben Lawrence. Comprehensive Information Systems for Statewide Planning in Higher Education ACT Special Report Two. Iowa City, Iowa: Publications, American College Testing Program, 1971.

Brubacher, John S. Bases For Policy in Higher Education. New York: McGraw-Hill Book Company, 1965.

Brumbaugh, Aaron J. Establishing New Senior Colleges. Atlanta, Georgia: Southern Regional Education Board, 1966.

_____. Research Designed to Improve Institutions of Higher Learning. Washington, D.C.: American Council on Education, 1960.

_____. State Wide Planning and Coordination of Higher Education. Atlanta, Georgia: Southern Regional Education Board, 1963.

Budig, Gene A. Governors and Higher Education. Lincoln, Nebraska: University of Nebraska Press, 1969.

4. CPL Exchange Bibliography #321

- Burnett, Howard J. (ed.). Interinstitutional Cooperation in Higher Education. Corning, New York: College Center of the Finger Lakes, 1970.
- Burns, Gerald. Trustees in Higher Education: Their Function and Coordination. New York: Independent College Funds of America, Inc., 1966.
- California Department of Education. A Master Plan for Higher Education in California, 1960-1975. Sacramento, California: California Department of Education, 1960.
- Chambers, M. M. Voluntary Statewide Coordination in Public Higher Education. Ann Arbor, Michigan: The University of Michigan, 1961.
- Commission on the Government of the University of Toronto. Toward Community in University Government. Buffalo, New York: University of Toronto Press, 1970.
- Coordination and Governance in Higher Education. Washington, D.C.: American Association of State Colleges and Universities, 1971.
- Conant, James B. Shaping Educational Policy. New York: McGraw-Hill Book Company, 1964.
- Corson, John J. Governance of College and Universities. New York: McGraw-Hill Book Company, 1960.
- Cox, Lanier and Lester E. Harrell. The Impact of Federal Programs on State Planning and Coordination of Higher Education. Atlanta, Georgia: Southern Regional Educational Board, 1969.
- Dill, David D. Case Studies in University Governance. Washington, D.C.: National Association of State Universities, 1971.
- Duff, Sir James and Robert Berdahl. University Government in Canada. Toronto, Ontario: University of Toronto Press, 1966.
- Fincher, Cameron. Planning in Higher Education. Athens, Georgia: Georgia Institute of Higher Education, University of Georgia, 1966.
- Foote, Caleb, Henry Mayer, and Associates. The Culture of the University: Governance and Education. San Francisco: Jossey-Bass Inc., Publishers, 1968.
- Frantzreb, Arthur C. Operational Imperatives for a College Board of Trustees. New York: Frantzreb and Pray Associates, Inc., 1970.
- Glenny, Lynn A. The Anonymous Leaders of Higher Education. Berkeley, California: The Center for Research and Development in Higher Education, 1971.

- Glenny, Lymann A., Robert O. Berdahl, Ernest G. Palola, and James G. Paltridge. Coordinating Higher Education for the 70's. Berkeley, California: Center for Research and Development in Higher Education, 1971.
- Herron, Orley R. The Role of the Trustee. Scranton, Pennsylvania: International Textbook Company, 1969.
- Hodgkinson, Harold L. Campus Governance: The Amazing Thing Is That It Works At All, Report 11. Washington, D.C.: ERIC Clearinghouse on Higher Education, 1971.
- Howard, John A. and H. Bruce Franklin. Who Should Run the Universities? Washington, D.C.: American Enterprise Institute for Public Policy Research, 1969.
- Keeton, Morris, L. Dennis, Harold Hodgkinson, and Stephen Plumer. Campus Governance Program. Yellow Springs, Ohio: Antioch College, 1968.
- Kelly, Frederick James and John H. McNeely. The State and Higher Education: Phases of Their Relationship. New York: The Carnegie Foundation for the Advancement of Teaching, 1933.
- Kirkpatrick, John E. Academic Organization and Control. Yellow Springs, Ohio: The Antioch Press, 1931.
- Knorr, Owen A. Long-Range Planning in Higher Education. Boulder, Colorado: Western Interstate Commission on Higher Education, 1965.
- Lee, Eugene C. and Frank M. Bowen. The Multicampus University: A Study of Academic Governance. New York: McGraw-Hill Book Company, 1971.
- Martorana, S. College Boards of Trustees. Washington, D.C.: Center for Applied Research in Education, 1963.
- McConnell, T. R. and Kenneth P. Mortimer. Faculty Participation in Governance at the University of California, Berkeley. Berkeley, California: Center for Research and Development in Higher Education, University of California, 1968.
- _____. The Faculty in University Governance. Berkeley, California: Center for Research and Development in Higher Education, 1971.
- McGrath, Earl J. (ed.). Cooperative Long-range Planning in Liberal Arts Colleges. New York: Columbia University Press, 1964.
- _____. Should Students Share the Power? A Study of Their Role in College and University Governance. Philadelphia, Pennsylvania: Temple University Press, 1970.

6. CPL Exchange Bibliography #321

- Miller, Bernice, Clarence H. Bagley, D. Nasca, McTaraghan, and Sachastanandan. Four College Study of Institutional Development.
- Palola, Ernest G., Timothy Lehman, and William Blischke. Statewide Planning in Higher Education--Its Implications at the Institutional Level. Berkeley, California: Center for Research and Development in Higher Education, University of California, 1968.
- _____. Higher Education by Design: The Sociology of Planning. Berkeley, California: Center for Research and Development in Higher Education, 1970.
- Pierce, Truman M. Federal, State, and Local Government in Education. Washington, D.C.: Center for Applied Research in Education, 1963.
- Rauh, Morton A. College and University Trusteeship. Yellow Springs, Ohio: Antioch Press, 1959.
- _____. College Trustee Project. Yellow Springs, Ohio: Campus Governance Program, Antioch College, 1968.
- _____. The Trusteeship of College and Universities. New York: McGraw-Hill Book Company, 1969.
- Robinson, L. and J. Shoenfeld. Student Participation in Academic Governance. Washington, D.C.: ERIC Clearinghouse on Higher Education, 1970.
- Ruml, Beardsley. Memo to a College Trustee: A Report on Financial and Structural Problems of the Liberal College. New York: McGraw-Hill Book Company, 1959.
- Student-Faculty Study Commission. Study Commission on University Governance. Berkeley, California: University of California Press, 1968.

II. The Legal Aspect:
Legislation and the Courts in Higher Education.

- Bakken, Clarence J. The Legal Basis for College Student Personnel Work. Second Edition. Washington, D.C.: American College Personnel Association, 1968.
- Blackwell, Thomas E. College Law: A Guide for Administrators. Washington, D.C.: American Council on Education, 1961.
- Brubacher, John S. The Courts and Higher Education. San Francisco: Jossey-Bass Inc., Publishers, 1971.
- Chambers, M. M. The Colleges and the Courts: Recent Judicial Decisions Regarding Higher Education in the United States, 1936-1940. New York: The Carnegie Foundation for the Advancement of Teaching, 1941.
- _____. The Colleges and the Courts, 1941-1945. New York: The Carnegie Foundation for the Advancement of Teaching, 1946.
- _____. The Colleges and the Courts, 1946-1950. New York: Columbia University Press, 1952.
- _____. The Colleges and the Courts, Since 1950. Danville, Illinois: Interstate Printers and Publishers, 1964.
- _____. The Colleges and the Courts, 1962-1966. Danville, Illinois: Interstate Printers and Publishers, 1967.
- _____. The Colleges and the Courts, 1967-1970. Bloomington, Indiana: Indiana University, 1968.
- Diener, Thomas J. (ed.). The Law and Higher Education: Where the Action Is. University, Alabama: Institute of Higher Education Research and Services, 1971.
- Dutton, Thomas B., Fred W. Smith, and Thomas Zarle. Institutional Approaches to the Adjudication of Student Misconduct. Monography #2. Bloomington, Indiana: The Journal of the Association of Deans and Administrators of Student Affairs, January 1969.
- Eulau, Heinz. Survey of Legislative Opinions and Attitudes on Higher Education. Stanford, California: Institute of Political Studies, Stanford University, 1968.
- Guzman, Jessie P. Twenty Years of Court Decisions Affecting Higher Education in the South, 1938-1958. Tuskegee, Alabama: Tuskegee Institute, 1960.

- Hollis, Ernest V., S. V. Mortorana, and Jeanne D. Brandt.
Survey of State Legislation Relating to Higher Education,
January 1, 1961 to December 31, 1961. Washington, D.C.:
U. S. Department of Health, Education, and Welfare, Office
of Education, 1962.
- Johnson, Neal (ed.). In Loco Parentis. Philadelphia, Pennsylvania:
U. S. National Student Association, 1962.
- Liebert, Roland. Problems in Student Rights and Freedoms.
Washington, D.C.: U. S. National Student Association
Publications Department, 1966.
- _____. Campus Justice: Principles, Practices, and the Law.
Washington, D.C.: U. S. National Student Association, 1965.
- Nussbaum, Michael. Student Legal Rights: What They Are and How
to Protect Them. New York: Harper and Row, 1971.
- Summary of State Legislation Affecting Higher Education in the South,
1970. Atlanta, Georgia: Southern Regional Education Board,
1970.
- Williams, Robert L. Legal Bases of Boards of Higher Education in
Fifty States. Chicago: The Council of State Governments,
Midwestern Office, 1971.
- Young, D. Parker. The Legal Aspects of Student Discipline in
Higher Education. Athens, Georgia: Institute of Higher
Education, University of Georgia, 1970.
- Young, D. Parker and Donald D. Gehring. Briefs of Selected Court
Cases Affecting Student Dissent and Discipline in Higher
Education. Athens, Georgia: Institute of Higher Education,
University of Georgia, 1970.

III. The Financial Aspect:
Revenues, Budgeting, and Business Operations.

- Allen, H. K. State Public Finance and State Institutions of Higher Education in the United States. New York: Columbia University Press, 1952.
- American School Counselor Association. How About College Financing? A Guide for Parents or College-Bound Students. Revised Edition. Washington, D.C.: American School Counselor Association, 1954.
- Axt, Richard G. The Federal Government and Financing Higher Education. New York: Columbia University Press, 1952.
- Babbidge, Jr., Homer D. Student Financial Aid: A Manual for Colleges and Universities. Washington, D.C.: American College Personnel Association, 1960.
- Bladen, Vincent W., et al. Financing Higher Education in Canada. Toronto, Ontario: University of Toronto Press, 1965.
- Bowen, Howard. The Finance of Higher Education. Berkeley, California: Carnegie Commission on Higher Education, 1968.
- Bowen, William G. The Economics of the Major Private Universities. Berkeley, California: Carnegie Commission on Higher Education, 1968.
- Chambers, M. M. Financing Higher Education. Washington, D.C.: Center for Applied Research in Education, 1963.
- _____. Higher Education: Who Pays? Who Gains? Danville, Illinois: The Interstate Printers and Publishers, 1968.
- Cheit, Earl F. The New Depression in Higher Education: A Study of Financial Conditions at 41 Colleges and Universities. New York: McGraw-Hill Book Company, 1971.
- College and University Business Administration. Revised Edition. Washington, D.C.: American Council on Education, 1968.
- Cox, Lenier. Development of State Budgets for Higher Education. Denver, Colorado: Educational Commission of the States, 1968.
- Federal Support of Basic Research in Institutions of Higher Learning. National Academy of Sciences and National Research Council, 1964.
- Feingold, S. Norman. Scholarships, Fellowships and Loans. Second Edition. Boston: Bellman Publishing Company, 1962.

- Feinstein, Otto, et al. Higher Education in the United States: Economics Personalism, Quality. Lexington, Massachusetts: D. C. Heath and Company, 1971.
- Gibson, Raymond C. and Robert M. Crane. Resources and Needs for Higher Education in Iowa, 1960-1970. Des Moines, Iowa: Legislative Research Bureau, 1959.
- Glaze, Thomas E. Business Administration for Colleges and Universities. Baton Rouge, Louisiana: Louisiana State University Press, 1962.
- Graybeal, William S. Salaries in Higher Education, 1967-68. Washington, D.C.: American Association for Higher Education, 1968.
- A Guide to Federal Funds for Urban Programs at Colleges and Universities. Washington, D.C.: Office of Urban Programs, American Association of State Colleges, 1971.
- Halstead, D. Kent. College and University Endowment. Washington, D.C.: United States Department of Health, Education, and Welfare, Office of Education, U. S. Government Printing Office, OE-53024, 1965.
- Handbook of Aid to Higher Education by Corporations, Major Foundations, and the Federal Government. New York: Council for Financial Aid to Education, 1972.
- Hansen, W. Lee and Burton A. Weisbrod. Benefits, Costs, and Finance of Public Higher Education. Chicago: Markham Publishing Company, 1969.
- Hanson, Abel A. Guides to Successful Fund Raising. New York: Bureau of Publications, Teachers College, Columbia University Press, 1961.
- Harris, Seymour E. The Economics of Harvard. New York: McGraw-Hill Book Company, 1970.
- _____. (ed.). Higher Education in the United States: The Economic Problems. Cambridge, Massachusetts: Harvard University Press, 1960.
- _____. Higher Education: Resources and Finance. New York: McGraw-Hill Book Company, 1959.
- Hungate, Thad L. Finance in Educational Management of Colleges and Universities. New York: Bureau of Publications, Teachers College, Columbia University, 1954.
- _____. Management in Higher Education. New York: Bureau of Publications, Teachers College, Columbia University, 1964.

11. CPL Exchange Bibliography #321

- Lunsford, Terry L. (ed.). The Study of Academic Administration.
Ann Arbor, Michigan: University Microfilms, Inc.
- Luthans, Fred. The Faculty Promotion Process: An Empirical Analysis of the Management of Large State Universities. Iowa City, Iowa: Bureau of Business and Economic Research, College of Business Administration, University of Iowa, 1967.
- Lyle, Guy R., et al. The Administration of the College Library.
Bronx, New York: H. H. Wilson Company, 1961.
- Marimon, Harry A., et al. Employment Relations in Higher Education.
Bloomington, Indiana: Phi Delta Kappa, 1969.
- McConnell, T. R. The Redistribution of Power in Higher Education.
Berkeley, California: Center for Research and Development in Higher Education, 1971.
- McGrath, Earl J. (ed.). Selected Issues in College Administration.
New York: Columbia University Press, 1967.
- Millett, John D. Decision Making and Administration in Higher Education. Kent, Ohio: Kent State University Press, 1968.
- Newburn, N. K. Faculty Personnel Policies in State Universities.
Missoula, Montana: Montana State University, 1959.
- Paulsen, Frank Robert. Selected Bibliographies for Administrators in Higher Education. Ann Arbor, Michigan: Center for the Study of Higher Education, University of Michigan, 1960.
- Perry, Richard R. and W. Frank Hull, IV (eds.). The Organized Organization: The American University and Its Administrators.
Toledo, Ohio: The Bookstore University of Toledo, 1971.
- Phillips, Ellis. The Crisis in Academic Administration. New York: Columbia University Press, 1968.
- _____. A New Approach to Academic Administration: The Phillips Program of Internships. New York: Teachers College Press, 1969.
- Poore, William D. (chm.). Personnel Practices in Colleges and Universities. Urbana, Illinois: College and University Personnel Association, 1966.
- Practor, Ralph. The College President. New York: The Center for Applied Research in Education, Inc., 1963.
- Quindry, Kenneth E. State and Local Revenue Potential, 1970.
Atlanta, Georgia: Southern Regional Education Board, 1971.

- Raiborn, Mitchell H. Financial Analysis of Intercollegiate Athletics: An Analysis of Revenues, Expenses, and Management Accounting Practices of Intercollegiate Athletic Programs. Kansas City, Missouri: 1970.
- A Report on the Third Biennial Survey of Financial Support Given to America's Colleges and Universities by 352 Business Corporations. New York: Council for Financial Aid to Education, Inc., 1959.
- Rivlin, Alice M. The Role of the Federal Government in Financing Higher Education. Washington, D.C.: Brookings Institution, 1959.
- Robinson, Edwin and J. Curtis Hall. College Business Organization and Management. Third Edition. New York: McGraw-Hill Book Company, 1964.
- Russell, John Dale. The Finance of Higher Education. Second Edition. Chicago: University of Chicago Press, 1954.
- Scheps, Clarence and E. E. Davidson. Accounting for Colleges and Universities. Baton Rouge, Louisiana: Louisiana State University Press, 1970.
- Shulman, Carol H. and James Harvey. Financing Higher Education: College and University Planning. Washington, D.C.: American College Public Relations Association, 1971.
- Swanson, John E. and others. Financial Analysis of Current Operations of College and Universities. Ann Arbor, Michigan: Institute of Public Administration, University of Michigan, 1966.
- Van Dusen, William D. and John J. O'Hearne. A Design for a Model College Financial Aid Office. New York: College Entrance Examination Board, 1968.
- Van Dyke, George E. (ed.). College and University Business Administration. Revised Edition. Washington, D.C.: American Council on Education, 1968.
- West, Elmer D. Financial Aid to the Undergraduate: Issues and Implications. Washington, D.C.: American Council on Education, 1963.

IV. The Physical Plant Aspect:
Planning and Operation for Campus Facilities.

American Association for Health, Physical Education, and Recreation.
College and University Facilities Guide for Health, Physical Education, Recreation and Athletics. Washington, D.C.: American Association for Health, Physical Education, and Recreation, 1968.

Bareither, Harlan D. and Jerry L. Schillinger. University Space Planning: Translating the Educational Program of a University into Physical Facility Requirements. Urbana, Illinois: University of Illinois Press, 1968.

Bell, Boris C. Administration and Operation of the College Union. Ithaca, New York: Association of College Unions--International, 1965.

Berry, Chester A. Planning a College Union Building. New York: Teachers College, Columbia University, 1960.

Butts, Porter. Planning College Union Facilities for Multiple-Use. Stanford, California: Association of College Unions--International, 1966.

_____. State of the College Union Around the World. Ithaca, New York: Association of College Unions--International, 1967.

Christensen, Ernest Martin. An Annotated Bibliography of the College Union. Stanford, California: Association of the College Unions--International, 1967.

College Student Personnel Institute. Student Housing in College and Universities: Abstracts of the Literature, 1961-1966. Claremont, California: College Student Personnel Institute, 1966.

College and University Facilities Survey. Washington, D.C.: Department of Health, Education, and Welfare, Office of Education, 1959.

Crawford, Wayne H. A Guide for Planning Indoor Facilities for College Physical Education. New York: Teachers College, Columbia University, 1963.

Dober, Richard P. Campus Planning. New York: Reinhold Publishing Corporation, 1964.

Doxiadis Associates, Inc. Campus Planning in an Urban Area: A Master Plan for Rensselaer Polytechnic Institute. New York: Praeger Publications, 1971.

14. CFL Exchange Bibliography #321

- Fink, Ira Stephen and David Bradwell. An Approach to Surveying Housing and Transportation Patterns of College and University Students. Berkeley, California: University Community Planner University Hall, 1971.
- Green, John L. A System of Cost Accounting for Physical Plant Operation in Institutions of Higher Education. Athens, Georgia: University of Georgia Press, 1968.
- Greenlead, Elizabeth A. (ed.). Undergraduate Students as Members of the Residence Hall Staff. Washington, D.C.: National Association of Women Deans and Counselors, 1967.
- Hayes, Harriet. College Operated Residence Halls for Women Students in 125 Colleges and Universities. New York: Teachers College, Columbia University Press, 1932.
- _____. Planning Residence Halls for Undergraduate Students in American Colleges and Universities. New York: Teachers College, Columbia University Press, 1932.
- Metcalf, Keyes D. Planning Academic and Research Library Buildings. New York: McGraw-Hill Book Company, 1965.
- Mullins, William and Phyllis Allen. Student Housing: Architectural and Social Aspects. New York: Praeger Publishers, 1971.
- Peterson, Jr., Alexander. A Guide for Planning the Field as a College or School Physical Education Facility. New York: Columbia University Press, 1963.
- Powell, John R., Samuel A. Phypler, Barbara A. Dickson, and Stephen D. McClellan. The Personnel Assistant in College Residence Halls. Boston: Houghton Mifflin Company, 1969.
- Riker, Harold C. College Housing as Learning Centers. Washington, D.C.: The American College Personnel Association, 1965.
- _____, and Frank G. Lopez. College Students Live Here: A Study of College Housing. New York: Educational Facilities Laboratories, 1961.
- Ten-Year Objectives in Education, Higher Education Staffing and Physical Facilities. Washington, D.C.: U. S. Department of Health, Education, and Welfare, Office of Education, 1961.
- Van der Ryn, Sim and Murray Silverstein. Dorms at Berkeley: An Environmental Analysis. Berkeley, California: Department of Architecture, University of California, 1967.

V. The Academic Aspect:
Administration of Personnel and Programs.

- Abbott, Frank C. (ed.). Faculty-Administration Relationships. Washington, D.C.: American Council on Education, 1958.
- American Council on Education. Policies and Practices in Faculty Evaluation. Washington, D.C.: American Council on Education, 1961.
- Bauer, Ronald C. Cases in College Administration. New York: Bureau of Publication, Teachers College, Columbia University, 1955.
- Benjamin, Harold (ed.). Democracy in the Administration of Higher Education. New York: Harper and Brothers, 1950.
- Biglow, Karl W. Selected Books for the College and University Administrator. New York: Bureau of Publications, Teachers College, Columbia University, 1958.
- Blackwell, Thomas E. College and University Administration. New York: Center for Applied Research in Education, 1966.
- Brumbaugh, Aaron J. Problems in College Administration. Nashville, Tennessee: Division of Educational Institutions, Board of Education, The Methodist Church, 1956.
- Burns, Gerald P. Administrators in Higher Education: Their Functions and Coordination. New York: Harper Brothers and Publishers, 1962.
- Byse, Clark and Louis Joughlin. Tenure in American Higher Education: Plans, Practices, and the Law. Ithaca, New York: Cornell University Press, 1959.
- Carr, A. J. Student Participation in College Policy Determination and Administration. Washington, D.C.: American Association of Colleges for Teacher Education (Series #4), 1959.
- Casasaco, Juan A. Planning Techniques for University Management. Washington, D.C.: American Council on Education, 1970.
- Demerath, Nicholas J., Richard W. Stevens, and R. Robb Taylor. Power, Presidents, and Professors. New York: Basic Books Inc., 1967.
- Dibden, Arthur J. (ed.). The Academic Deanship in American Colleges and Universities. Carbondale, Illinois: Southern Illinois University Press, 1968.

- Diekhoff, John S. The Domain of the Faculty in Our Expanding Colleges. New York: Harper and Brothers, 1956.
- Dressel, Paul L. The Structure, Functions, Role and Administration of the Department. East Lansing, Michigan: Office of Institutional Research, Michigan State University, 1968.
- Drewry, Galen N. and Thomas J. Diener. Effective Academic Administration: A Team Approach. Athens, Georgia: Institute of Higher Education, University of Georgia, 1969.
- Dobbs, Harold W. The Academic President--Educator or Caretaker. New York: McGraw-Hill Book Company, 1962.
- Donovan, George F. Selected Problems in Administration of American Higher Education. Washington, D.C.: The Catholic University of America Press, 1964.
- Dykes, Archie R. Faculty Participation in Academic Decision Making. Washington, D.C.: American Council on Education, 1968.
- Eells, Walter Crosby and Ernest V. Hollis. Administration of Higher Education: An Annotated Bibliography. Washington, D.C.: U. S. Department of Health, Education, and Welfare, Office of Education, 1960.
- _____. The College Presidency 1900-1960: An Annotated Bibliography. Washington, D.C.: U. S. Department of Health, Education, and Welfare, Office of Education, 1961.
- Elam, Stanley and Michael H. Moskow (eds.). Employment Relations in Higher Education. Bloomington, Indiana: Phi Delta Kappa Publication, 1969.
- Faculty Utilization and Retention: Proceedings of a Regional Conference. Winchester, Massachusetts: Conference on Faculty Utilization and Retention, 1960.
- Faculty Load Work. Washington, D.C.: American Council on Education, 1960.
- Feder, Daniel D. The Administration of Student Personnel Programs in American Colleges and Universities. Washington, D.C.: American Council on Education, 1952.
- Feltner, Bill D. (ed.). College Administration: Concepts and Techniques. Athens, Georgia: Institute of Higher Education, University of Georgia, 1971.
- Granbsch, Paul V. and Edward Gross. Academic Administrators and University Goals: A Study in Conflict and Cooperation. Seattle, Washington: Center for Academic Administrative Research, University of Washington, 1968.

17. CPL Exchange Bibliography #321

- Hansen, Kathryn G. (ed.). A Classification Plan for Staff Positions at Colleges and Universities. Bronx, New York: College and University Personnel Association, 1968.
- Harkness, Charles A. College Staff Personnel Administration. Urbana, Illinois: College and University Personnel Administration, 1965.
- Hefferlin, J. B. Lon and Ellis L. Phillips, Jr. Information Services for Academic Administration. San Francisco: Jossey-Bass, 1971.
- Henderson, Algo D. and J. I. Doi. College Organization and Administration. Berkeley, California: Center for Research and Development in Higher Education. (In preparation).
- Henderson, Algo D. Policies and Practices in Higher Education. New York: Harper and Brothers, 1960.
- _____. Training University Administrators: A Programme Guide. New York: UNESCO, Unipub, 1971.
- Herron, Orley R. New Dimensions in Student Personnel Administration. Scranton, Pennsylvania: International Textbook Company, 1970.
- Hodgkinson, Harold L. and L. Richard Meeth (eds.). Power and Authority: Transformation of Campus Governance. San Francisco: Jossey-Bass Inc., Publishers, 1971.
- Howes, Raymond F. (ed.). Toward Better Preparation of College and University Administrators. Washington, D.C.: Association for Higher Education, 1964.
- Keeton, Morris. Shared Authority on Campus. Washington, D.C.: American Association for Higher Education, 1971.
- Knowles, Asa S. (ed.). Handbook of College and University Administration. New York: McGraw-Hill Book Company, 1970.
- Long, Durward. College Administration and the Faculty Handbook. Athens, Georgia: Georgia Institute of Higher Education, University of Georgia, 1965.
- Lunn, Jr., Harry H. The Student's Role in College Policy-Making. Washington, D.C.: American Council on Education, 1957.
- Keezer, Dexter M. Financing Higher Education 1960-1970. New York: McGraw-Hill Book Company, 1959.
- Leslie, John W. Seeking the Competitive Dollar: College Management in the Seventies. Washington, D.C.: American College Public Relations Association, 1971.

- Maynard, James. Some Microeconomics of Higher Education: Economics of Scale. Lincoln, Nebraska: University of Nebraska Press, 1971.
- McFarlane, William H. and Charles L. Wheeler. Legal and Political Issues of State Aid for Private Higher Education. Atlanta, Georgia: Southern Regional Education Board, 1971.
- Michaud, Lucien F. (comp.). Financing Higher Education in Canada. Ontario, Canada: Association of Universities and Colleges of Canada, 1966.
- Miller, Jr., James L. State Budgeting for Higher Education: The Use of Formulas and Cost Analysis. Ann Arbor, Michigan: Institute of Public Administration, University of Michigan, 1964.
- Minter, W. John (ed.). Campus and Capital: Higher Education and the State. Boulder, Colorado: Western Interstate Commission for Higher Education, 1966.
- Moon, Jr., Rexford G. Student Financial Aid in the United States: Administration and Resources. Princeton, New Jersey: College Entrance Examination Board, 1963.
- Munger, Frank J. National Politics and Federal Aid to Education. Syracuse, New York: Syracuse University Press, 1962.
- Mushkin, Selma J. (ed.) Economics of Higher Education. Washington, D.C.: United States Department of Health, Education, and Welfare, Office of Education, U. S. Government Printing Office, 1962.
- Nance, Paul K., Leslie F. Robbins, and J. Harvey Cain. Guide to College and University Business Management. Washington, D.C.: U. S. Department of Health, Education, and Welfare, Office of Education, 1965.
- Orwig, M. D. (ed.). Financing Higher Education: Alternatives for the Federal Government. Iowa City, Iowa: A.C.T. Monograph #5, American College Testing Program, 1971.
- _____. Toward More Equitable Distribution of College Student Aid Funds: Problems in Assessing Student Financial Need. Iowa City, Iowa: Research and Development Division, American College Testing Program, 1971.
- Pollard, John A. Fund-Raising for Higher Education. New York: Harper, 1958.
- Rourke, Francis and Glenn Brooks. The Managerial Revolution in Higher Education. Baltimore, Maryland: Johns Hopkins Press, 1966.

19. CPL Exchange Bibliography #321

- Soldofsky, Robert M. College and University Retirement Programs: A Review of Their Adequacy Under Realistic Assumptions. Iowa City, Iowa: Bureau of Business and Economic Research, College of Business Administration, University of Iowa, 1966.
- Stechklein, John E. How to Measure Faculty Work Load. Washington, D.C.: American Council on Education, 1961.
- Stoke, Harold W. The American College President. New York: Harper and Row Publishers Co., Inc., 1959.
- _____. Viewpoints for the Study of the Administration of Higher Education. Eugene, Oregon: Center for the Advanced Study of Educational Administration, University of Oregon, 1966.
- Stroup, Herbert. Bureaucracy in Higher Education. New York: The Free Press, 1966.
- Troyer, Maurice E. Roles and Value Presuppositions of Students, Faculty and Administration in Policy-Making. Syracuse, New York: 1963.
- Walton, John. Administration and Policy Making in Education. Baltimore, Maryland: Johns Hopkins Press, 1959.
- Williams, Robert L. The Administration of Academic Affairs in Higher Education. Ann Arbor, Michigan: University of Michigan Press, 1965.
- Woodburne, Lloyd. Practice of College and University Administration. Palo Alto, California: Stanford University Press, 1958.

COUNCIL OF PLANNING LIBRARIANS Exchange Bibliography #321

ADMINISTRATION AND PLANNING IN HIGHER EDUCATION: A BIBLIOGRAPHY
OF BOOKS AND REPORTS.

Additional copies available from:

Council of Planning Librarians
Post Office Box 229
Monticello, Illinois, 61856

for \$2.00.